



AQUATICS POLICY ANALYST

Aquatic Resources Division

Recruitment # 2006-11-5375

AGENCY MISSION AND CHALLENGE:

The mission of the Department of Natural Resources (DNR) is to provide professional, forward-looking stewardship of our state lands, natural resources, and environment. DNR provides leadership under the Commissioner of Public Lands, an elected official, in creating a sustainable future for the State Trust Lands.

At the DNR, we envision a future in which our human and natural environment provides abundant and diverse social, ecological, and economic benefits for the people of Washington, in this and all future generations. In acting to ensure the vision, we ensure sustainability.

DNR manages over 5 million acres of state-owned land that includes forest, range, commercial, agricultural and aquatic lands. Since 1970 DNR-managed lands have generated \$6 billion that support public schools, state institutions and county services. These lands also provide public benefits that include fish and wildlife habitat, clean and abundant water and public access to outdoor recreation. The DNR operates with a biennial budget of approximately \$400 million and has over 1300 employees. For more information about the department, see the DNR website at www.dnr.wa.gov

Job Classification:

Environmental Planner 3

Type of Position:

This is a permanent position.

This position is represented by the WFSE. Once appointed to this position the incumbent will be required to pay union dues or other representation fee within the first 30 days of employment.

Monthly Salary Range:

\$3,628 - \$4,643

Benefits Package:

Health and dental insurance, retirement pension, vacation, sick leave and holidays

Posting Date:

November 17, 2006

Closing Date:

Open until filled – 1st screening on December 1

Location:

Olympia WA

POSITION PROFILE

This position serves as lead staff within the Policy Unit of the Aquatic Resources Program at the Department of Natural Resources. This position works on the development of environmental planning and policies, provides expert level consultation to internal and external staff on planning and policy development, and provides assistance to program staff, as well as staff from other state agencies, other levels of government, or concerned organizations. As a senior analyst, the position also acts as a technical liaison with planning and policy personnel in other state departments and with staff of regional, local, and federal planning agencies, and develops, plans and coordinates major environmental program planning activities. The position coordinates major environmental policy and/or resource planning efforts as a project manager, working directly with outside stakeholder groups, executive management, and other program staff.

This position will also be lead and/or provide support for legislative projects (drafting bill language, fiscal notes and fact sheets), and assist other staff in the development of recommendations for legislative proposals; review and analyze legislation from other agencies; and conduct review of bills and fiscal notes during the legislative session.

Develops materials for implementation of the aquatic resources program by region staff, including: guidelines, procedures and updates to reference manuals and handbooks.

REQUIRED POSITION QUALIFICATIONS

- BA or BS in land use, environmental, natural resource planning, natural resource science, or closely related field, plus two years of professional planning or policy experience.
- Demonstrated knowledge of the substance and process for regulatory and proprietary laws, rules, and policies related to the management of aquatic resources in the U.S. and Washington State in particular.

- Knowledge of current trends in natural resource issues, environmental laws, policies and programs; natural resource planning principles, methods, and techniques; governmental administrative structure at local and state levels; environmental, social and other problems affecting development of local and state environmental resource programs; department programs and related laws, regulations and policies.
- Highly developed writing skills, including the ability to precisely and concisely present information to both technical and layman audiences.
- Ability to review scientific papers and technical data and provide summaries in layman terms.
- Fluency in Microsoft Word and Excel.
- Ability to conduct internal and external outreach and communication related to the programs, policies, and plans developed by the Policy Unit. This includes the ability to effectively communicate in both small and large group settings.
- Must possess excellent research skills, including knowledge of on-line and library sources and databases of information pertaining to aquatic resource management in Washington State and the U.S.

DESIRED POSITION QUALIFICATIONS

- Masters degree in public policy or environmental science, with an emphasis on aquatic resource sciences, marine sciences, and/or marine policy.
- Legislative experience and/or familiarity with the legislative process, including drafting bill language and the preparation of fiscal notes and facts sheets; and preparing reviews and analyses of legislation.
- Knowledge of the role of DNR and the management of state-owned aquatic lands.

SPECIAL POSITION REQUIREMENTS AND WORKING CONDITIONS

- May be required to travel for out of town meetings.
- Must be at least 18 years of age at time of hire.

WHO MAY APPLY

This recruitment is open to anyone who meets the required qualifications for this position.

APPLICATION PROCESS

To be considered for this position please submit:

- A letter of interest describing how your experience and qualifications relate to the job profile and the required and desired position qualifications. Indicate in your letter of interest how you learned of this opportunity.
- A completed application – www.dnr.wa.gov/jobs/stateapp.doc

The first screening will be based on information contained in your letter of interest and your state application.

Submit all materials by the closing date to:

Electronic method preferred	OR other method
dnrrecruiting@wadnr.gov	Roberta Searles Department of Natural Resources PO BOX 47033 Olympia, WA 98504-7033

NOTE: Please indicate **Aquatic Policy Analyst, recruitment #2006-11-5375** in the subject line of your e-mail.

By submitting the application materials you are indicating that all information is true and correct to the best of your knowledge. You understand that the state may verify information and that untruthful or misleading information is cause for removal from applicant pool or dismissal if employed.

Questions? Please contact Kristin Swenddal at (360) 902-1124 or e-mail us at DNRrecruiting@wadnr.gov.

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